



**Haines Borough
Planning Commission Meeting
December 10, 2015
MINUTES**

Draft

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Goldberg** called the meeting to order at 6:40 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL** – **Present:** Chairman Rob **Goldberg**, Commissioners Lee **Heinmiller**, Brenda **Josephson**, Heather **Lende**, and Don **Turner III**. Called in: Robert **Venables** and Rob **Miller**.

Staff Present: Jan **Hill**/Mayor

Also Present: Diana **Lapham**, Mike **Case** and Margaret **Friedenauer** (Assembly members), Michael **Wilson**, Sean **Brownell**, Thom **Ely**, Dana **Hallett**, Cindy **Price**, Craig **Hagwood**, Toni **Dewitt**, Joan **Wagner** and Larry **Geise**.

3. **APPROVAL OF AGENDA**

Goldberg suggested moving Item 6, Chairman's Report, after Item 8A, Public Hearings, and add 10B5, Application for Board Appointment. The other commissioners agreed.

Motion: **Turner** moved to "approve the agenda as amended." **Heinmiller** seconded it. The motion carried unanimously.

4. **APPROVAL OF MINUTES** – November 12, 2015 Regular Meeting Minutes

Venables asked to have 8B corrected, as follows:

Motion: **Venables** moved to "request Assembly to set aside funds and task staff to identify possible sites for a heliport between 25 mile and at 35 mile". **Lende** seconded it. Discussion: To address concerns about a proliferation of private heliports, the Assembly is requested to provide direction as to whether there is a commitment to developing a publicly-owned heliport somewhere between 25-35 mile. This should be evidenced by motion and the dedication of staff time and a significant fiscal note as this will be an expensive endeavor. Costs will eventually be recouped through use fees. In the absence of a strong commitment by the Assembly, the Planning Commission would then (by default) be tasked and obligated to work with private property owners to develop their own heliports. The motion carried 6-0.

Motion: **Heinmiller** moved to "approve the November 12, 2015 minutes." **Josephson** seconded it. The motion carried unanimously.

5. **PUBLIC COMMENTS**

6. **CHAIRMAN'S REPORT**—Moved to after 8A

7. **STAFF REPORTS**

A. Planning & Zoning Staff Report—None

8. **PUBLIC HEARINGS**

A. Turner Construction—Resource Extraction Conditional Use Proposal – Action Item

Goldberg opened the hearing at 7:00 p.m., and closed the hearing at 8:30 p.m. **Turner** recused himself from this action due to conflict of interest.

Motion: Venables moved to “approve **Turner Construction** conditional use proposal for 5 years with conditions put forth by Borough Manager. The Planning Commission encourages the Manager to include a letter of conveyance regarding neighborly use of jake brakes, and for Turner Construction to expedite the use of the pit concerning the section regarding conditional use permit so that future conditional use permits will not be necessary”. **Miller** seconded it. The motion carried 5-1.

Goldberg, Venables, Josephson, Heinmiller and Miller were in favor of the motion. **Lende** was opposed.

CHAIRMAN’S REPORT

Goldberg wrote letters to three heliport operators and to the University of Alaska regarding Haines Borough purchase of university land to create a site for a public heliport. The University responded that it would be possible for the Borough to purchase land for a heliport, but only one of the three heliski permit holders was supportive of the idea of a public heliport.

9. UNFINISHED BUSINESS

A. Michael Wilson – Heliport Conditional Use Proposal

Michael Wilson and Sean Brownwell produced evidence that the property for this proposal was purchased in 2008, was approved by FAA as a heliport, and has been used since 2009 as a heliport. The requirement for a conditional use permit for heliports became part of the Code in 2011. With evidence of prior use, the commission thought that the determination of validity as a use by right should be made by the Borough Manager.

Motion: Josephson moved to “send the Wilson’s conditional use proposal to the Borough Manager for a decision as to whether the proposed heliport is a use-by-right”. **Miller** seconded it. The motion carried unanimously.

10. NEW BUSINESS

A. Historic District/Building Review: None

B. Haines Borough Code Amendments:

1. Clarify “Temporary Commercial Structure”

Mobile commercial businesses have been established in the Townsite, but the Code does not address them. The commission looked at the codes of four different towns in Southeast.

Motion: Lende moved to “have the Borough Mayor appoint a committee to come up with ideas for how mobile commercial businesses can be integrated into Haines Borough Code”. **Heinmiller** seconded it. The motion carried unanimously.

2. Clarify “Building Height”—moved to January 2016 Agenda

Goldberg will continue to work on the wording for the building height definition.

3. Plan Review for Borough Projects

Borough Code states that the Planning Commission must review the plans for Borough Projects, but it doesn't specify when. An addition to Code is suggested which would require that plans come before the commission for review and a public hearing at the conceptual stage, between 35% and 65% of design, and again at 95% of design.

Motion: **Lende** moved to "recommend to the Assembly to change the wording of HBC 18.30.040 (I) as submitted". **Turner** seconded it. The motion carried unanimously.

4. Election of Officers

Motion: **Venables** moved to "elect **Goldberg** as continued Planning Commission Chair". **Miller** seconded it. The motion carried unanimously.

Motion: **Goldberg** moved to "elect **Heinmiller** as continued Planning Commission Vice-Chair". **Turner** seconded it. The motion carried unanimously.

5. Application for Board Appointment

Motion: **Turner** moved to "appoint Larry Geise as Planning Commission Commissioner to fill the seat held by Robert Venables". **Josephson** seconded it. The motion carried unanimously.

C. Project Updates – None

D. Other New Business—None

11. COMMISSION COMMENTS- None

12. CORRESPONDENCE - None

13. SET MEETING DATES

A. Regular Meeting—Thursday, January 14, 2015.

14. ADJOURNMENT– 10:00 p.m.